

# An Emergency Kit for the Workplace

By Gemie Martin

The Following items should be placed in a waterproof backpack with padded shoulder straps:



**Water.** As much as you can comfortably fit and/or carry. I suggest at least one 32 oz. water bottle or container that will seal up tightly, is damage proof, and leak proof. I prefer the Nalgene brand. Change the water every 6 months. If you use a municipal water source, no treatment of the water will be necessary. Water containers with straps like the Nalgene brand can be attached to the outside of the backpack using carabiner clips. **Water filter bottles** or **water purification tablets** are good to have as well.

**Compact Raincoat or Poncho.** An umbrella will not leave your hands free to work.

**Food.** Choose food that needs no preparation, is high in calories, protein, and carbohydrates, and will not leak liquids into your backpack. Granola bars, energy bars, trail mix, Peanut Butter, etc. If you have pull-top cans, put those items in a zippered bag. Change out food as often as necessary, at least every 6 months.

**Small military-style can opener.** These are necessary if you have food in cans that will need opened to be consumed.

**First Aid/Hygiene Kit.** Even if there are first aid kits on the floor where you work, have your own in your backpack. Include a three-day supply of the medications you take in well labeled bottles. Note the expiration dates and change these out when necessary. Don't forget prescription inhalers and Epi-pens. Have an assortment of adhesive bandages (including a few Steri-strips or butterfly bandages to close open wounds), an Ace bandage (to stabilize a sprained ankle, or immobilize a limb), and assorted sizes of sterile gauze to dress wounds. Other medications and items to have on hand are antibiotic ointment, antihistamine tablets, throat lozenges or cough drops, pain medication such as ibuprofen, acetaminophen or aspirin, saline drops (for eyes), a small pair of scissors, a small thermometer, a small bottle of hand sanitizer, small packets of antibacterial cleansing wipes (for cleansing wounds), The individually packaged wipes do not need stored in a zippered bag. Keep those that open and close with an adhesive tab in a zippered bag to prevent leakage. A pair of latex or vinyl gloves, Lip balm and a small stick or tube of sunblock may come in handy if you end up outdoors. A disposable razor (for men), a travel toothbrush, toothpaste and dental floss could also be added. Check out the travel and sample sections of your drug and grocery stores for sample sized items.

**A whistle.** This can help you communicate your location to rescue workers. Have it on a lanyard around your neck.

**A small flashlight with batteries (stored separately).** Consider a head lamp type to keep your hands free.

**A pair of leather palm work gloves** to clear hazards, such as glass, from the area.

**A multi-function pocketknife tool** (I have the Swiss Army brand).

**A pair of multi-purpose scissors.** Mine are 8" and have titanium blades.

**A Small FM transistor pocket radio with extra batteries (stored separately).** Many stations switch to emergency programming during emergencies.

**An N95 face mask** to protect against airborne contaminants and viruses.

**Reflective Tape.** Have this available to make you visible at nighttime. It can also be put on your backpack

**Duct Tape.** Just in case. Also consider having a small vial of **Super Glue**

**Mylar emergency or rescue blanket.** These are very compact and take up very little space in your kit. They can be used to help you retain body heat. Find them at sporting goods stores or online.

**A spare pair of sturdy walking shoes with an extra pair of socks.** The shoes can be tied to the outside of the pack if they are too large to go in the bag.

**A hat** to protect you from the sun in the event you end up outdoors or must walk home from work.

**A permanent marker or pen with a small notebook.** The pen can be used to write medical and identifying information on a work buddy in case you are separated at triage.

**Rubber Bands.** Can be used to compress the above poncho but also can come in handy for other things such as keeping hair out of your eyes.

**A list of emergency contacts.** Have in the event your phone is not working. Store in a waterproof bag

**Bags.** A few extra **zippered storage bags** to contain wet clothing or prevent items from becoming wet. **A large black garbage bag.** It can be used as a rain poncho if someone needs one. You can cover your backpack (if not waterproof) to keep it and the contents dry. It takes up little space and there are many uses for it.

**A portable charger for your phone.** Make sure to have the cords to connect it to your phone.

**A spare house key** taped to the inside of the bottom of your backpack.

**Extra change in the form of quarters and dollar bills.**

**A current photograph of you** to help with identification. Write your name on the picture.

**A map of your city.** Even if you have a phone, in the event of an off-grid situation and your GPS was not working and/or the roads you are familiar with are closed.

**Compass** (optional)

I encourage you to check out my main reference for this handout: [www.wikihow.com/Create-an-Urban-Emergency-Evacuation-Kit-for-Work](http://www.wikihow.com/Create-an-Urban-Emergency-Evacuation-Kit-for-Work)